

**BOARD OF SUPERVISORS MEETING
MONDAY, APRIL 20, 2020
6:30 P.M.**

The Appomattox County Board of Supervisors held its regular scheduled meeting on Monday, April 20, 2020 at 6:30 p.m. in the Board of Supervisors meeting room located at 171 Price Lane, Appomattox, Virginia.

Appomattox County Board of Supervisors
Present:

Samuel E. Carter	Courthouse District
John F. Hinkle	Falling River District
Trevor L. Hipps	Wreck Island District
William H. Hogan	Appomattox River District

Supervisor Watkins M. Abbitt, Piney Mountain District participated remotely via telephone conference call from 8043 Old Courthouse Rd, Appomattox VA due to high risk medical conditions if exposed to the coronavirus.

Also, Present:

Susan M. Adams, County Administrator
Tom Lacheney, County Attorney
John Spencer, Information Systems Manager/Purchasing Agent
Johnnie Roark, Community Development Director

CALL TO ORDER: Chairman Carter called the meeting to order at 6:30 p.m.
Pledge of Allegiance
Invocation – Mr. Hinkle

SETTING OF AGENDA

Mrs. Susan Adams requested that the Agenda be amended to include quotes from Appomattox Glass Storefront for the installation of tempered glass in the Treasurer's Office and Circuit Court Clerk's Office. Chairman Carter stated that the Agenda be amended to add this as Item #9A. It was a consensus of the Board to approve the agenda and include Item #9A.

ACTION ITEMS

Emergency Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meetings/Public Hearings Associated with Pandemic Disaster

Motion made by Mr. Hogan, seconded by Mr. Hipps to adopt the Emergency Ordinance Associated with Pandemic Disaster. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Appomattox County High School State Championship Signs

Motion made by Mr. Hogan, seconded by Mr. Hinkle to reimburse the Appomattox County Public School for half the cost of the championship signs in the amount of \$2,739.57.

Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Request from Electoral Board – Appropriate additional funds \$16,283 to pay new Registrar May & June 2020 for training purposes.

Motion made by Mr. Abbitt, seconded by Mr. Carter to approve two weeks of funding to pay the new Registrar for two weeks training and to approve \$5,000.00 additional funds for the retiring Registrar's leave payout. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-no; Mr. Hinkle-no; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

CASA of Central Virginia Funding Request of \$6,000.00.

It was a consensus of the Board to defer the request in order to obtain further information, such as, cost savings from CASA.

Commissioner of the Revenue Refund Request for Nicole Bryant. Refund \$62.23 for 2019 Personal Property Taxes.

Motion made by Mr. Hogan, seconded by Mr. Hipps and carried with all members present and voting yes to refund Nicole Bryant \$62.23 for 2019 Personal Property taxes.

Commissioner of the Revenue Refund Request for Paradise Lake. Refund \$4,655.57 for 2019 Transient Occupancy Tax.

Motion made by Mr. Hogan, seconded by Mr. Hinkle and carried with all members present and voting yes to refund Paradise Lake \$4,655.57 for 2019 Transient Occupancy Tax based on a correction to their gross receipts.

FY 2021 Tax Levies Resolution

Motion made by Mr. Hinkle, seconded by Mr. Hipps to adopt the Resolution setting the Real Estate tax levy rates to .63 cents per 100 dollars. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

“Revised” FY 2021 Budget Calendar

Motion made by Mr. Hogan, seconded by Mr. Hinkle and carried with all members present and voting yes to adopt the “revised” FY 2021 budget calendar with the addition of a work session on Thursday, May 14th at 6:00 p.m.

Authority to Defer Local Tax Payments – Interest and Penalties for Nonpayment of 2020 Real Estate and Personal Property Taxes Resolution.

Motion made by Mr. Hinkle, seconded by Mr. Hogan to adopt the Resolution to defer interest and penalties for nonpayment of 2020 Real Estate and Personal Property taxes to August 5, 2020. Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

Item 9A – Appomattox Glass & Storefront Quote

It was a consensus of the Board to approve the installation of tempered glass in the Circuit Court Clerk's Office and the Treasurer's Office.

COMMITTEE APPOINTMENTS**Central Virginia Workforce Area Council**

Mr. John F. Hinkle, Falling River District Supervisor was appointed by Chairman Carter as a representative to serve on the Central Virginia Workforce Area Council.

CONSENT AGENDA**Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

April 6, 2020	\$66,103.35
April 17, 2020 - CSA	\$177,129.98
April 20, 2020	\$243,454.98
TOTAL:	\$486,688.31

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Minutes

Please review the following DRAFT minutes for approval:

February 25, 2020 Board of Supervisors Joint Meeting with School Board and Work Session
March 9, 2020 Board of Supervisors Work Session

General Properties

Please transfer by consent **\$231.80** from the Courthouse Maintenance Fund and supplement to the following:

4302-3004 Repairs/Maintenance	\$231.80
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RE: Repairs to the camera in cell #2 and cell #8 of the Courthouse holding cells.

Staff Recommendation: No new local funds are required.

Commissioner of the Revenue

Please supplement by consent and appropriate the following:

1209-5803 Refunds	\$4,655.57
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RE: Tax refund issued by the Commissioner of the Revenue.

Staff Recommendation: No new local funds are required.

Refund for Exterminating Services

Please supplement by consent and appropriate the following:

4302-3012 Exterminating Services	\$837.40
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RE: Reimbursement received from Dodson Exterminating Services for prepaid services. The County issued a Request for Bids for Exterminating Services and awarded the contract to the lowest bidder, effective April 1, 2020.

Staff Recommendation: No new local funds are required.

Office of Building & Housing

Please supplement by consent and appropriate the following:

3401-6001 Levy Building Permit Fees **\$191.47**

RE: Building permit levy fees collected.

Staff Recommendation: No new local funds are required.

County Administrator

Please supplement by consent and appropriate the following:

1201-2005 Health Insurance **\$617.00**

RE: Reimbursement from Anthem for employee's health insurance.

Staff Recommendation: No new local funds are required.

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411 Books \$74.00

7301-5401 Office Supplies \$544.25

7301-5415 Summer Reading \$1,066.25

TOTAL: \$1,684.50

Staff Recommendation: No new local funds are required.

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002 Overtime **\$1,792.78**

3102-5407 Repairs/Maintenance
Supply **\$30.00**

3102-5408 Vehicle Equip/Gasoline
Supplies **\$330.00**

RE: Reimbursement from the Appomattox County School Board for deputy to perform security (\$1,792.78); Reimbursement from Dodson Pest Control for services paid in advance that are no longer needed (\$30.00); Reimbursement for vehicle storage fees (\$330.00).

Staff Recommendation: No new local funds are required.

Clerk of the Circuit Court

Please supplement by consent and appropriate the following:

2106-3010 Data Processing **\$7,760.00**

RE: Reimbursement from State Technology Trust Funds for Virginia Records Management, Case Imaging System Maintenance, Technical Services, and online hosting services purchased through the Supreme Court of Virginia.

Staff Recommendation: No new local funds are required.

D.A.R.E.

Please supplement by consent and appropriate the following:

3106-5401 Office Supplies **\$2,500.00**

RE: Funds received from Walmart for Public Safety Evening and Shop with a Cop.

Staff Recommendation: No new local funds required.

Parks & Recreation

Please supplement by consent and appropriate the following:

7102-5803 Refunds	\$262.50
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RE: Community Center rental refunds.

Staff Recommendation: No new local funds are required. Reimbursement to Community Center for March 21st and April 5th.

Fire Program Funding

Please supplement by consent and appropriate the following:

3201-5609 Fire Program Funds - Appomattox	\$1,176.50
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3201-5610 Fire Program Funds - Pamplin	\$1,176.50
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TOTAL:	\$2,353.00
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RE: Fire Program funds received.

Staff Recommendation: No new local funds are required. The FY20 budget reflected a total amount of \$45,072 of funds to be distributed to the AVFD and the PVFD and a total of \$47,425 was received.

Circuit Court - Law Library

Please supplement by consent and appropriate the following:

2101-5804 Law Library	\$417.31
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RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

Staff Recommendation: Transfer requested funds from the Law Library to the General Fund and supplement by consent \$417.31 to 2101-5804.

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002 VRS	\$11,954.67
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5301-2006 Group Life	\$916.92
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5301-2002 ICMA-RC	\$1,392.25
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TOTAL:	\$14,263.84
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RE: Reimbursement for March, 2020 payroll deductions.

Staff Recommendation: No new local funds are required.

Motion made by Mr. Hogan, seconded by Mr. Hinkle to approve the Consent Agenda.

Chairman Carter called for a roll call vote: Mr. Hogan-yes; Mr. Hipps-yes; Mr. Hinkle-yes; Mr. Carter-yes; Mr. Abbitt-yes (Remotely via telephone).

ADMINISTRATOR'S REPORT

May 14, 2020 Budget Work Session @ 6:00 p.m.; School Budget Revisions; Revised Revenues for Constitutional Officers; Revenue/Expenditure Budget; County Administration COVID-19 staffing plans to resume operation.

REPORTS AND INFORMATIONAL ITEMS

School – March, 2020 Financial Report

Mr. Carter stated that attached for your review is the March, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillian, Director of Finance.

SUPERVISOR CONCERNS

Mr. Hogan stated two former Board members have recently passed away. Suggested the Board send flowers or sympathy cards in the future to express condolences for the passing of these former Board members.

Mr. Hinkle expressed his concerns that he feels it is unconstitutional to tell small businesses that they cannot reopen for business per the Governor's order. Authorize staff to prepare a Resolution expressing this concern and support for the local businesses and to encourage consideration to open sooner.

UPCOMING MEETINGS

Thursday, May 14 @ 6:00 PM

Budget Work Session

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

Monday, May 18 @ 6:30 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT

Motion made by Mr. Abbitt (Remotely via telephone) to adjourn the meeting at 7:32 p.m.